

## Resumes of Key Project Participants

## NANCY E. CROWELL

165 Fickett Street  
South Portland; Maine 04106  
(297) 767-3878  
[ncrowell@aol.com](mailto:ncrowell@aol.com)

### INTRODUCTION

A proactive and enthusiastic manager with expertise in community collaboration in a non-profit environment. Possesses project management and promotion skills with sensitivity for internal and external clients of all ages.

### SELECTED ACCOMPLISHMENTS

#### **Project Management**

- | Researched and wrote building usage analysis and program document, Which saved significant consultant fees and convinced community to support building plan for new 12,300 sq. ft. library.
- | Collaborated with design professionals providing important information which resulted in construction of highly successful 12300 sq. ft. library building project, and which met the needs of the community.
- | Lead project to relocate library furnishings and collections to new location using solicited in-kind support and volunteer labor.
- | Lead and organized library sponsored Family Fun Day, persuading service clubs, town departments and businesses to become involved which enhanced community awareness of library and raising programming funds.
- | Lead and organized first Chamber of Commerce Small Business Week display creating a successful model for annual promotional event.
- | Lead successful referendum campaign to overturn city ordinance infringing on First Amendment Rights.

#### **Development and Promotion**

- | Identified and met demand for expanded library services which involved conducting community surveys, focus groups and collection and analysis of statistics.
- | Collaborated on successful \$1.2 million fundraising campaign with team consisting of citizen-based building fund fundraising committees, professional consultant and local government.
- | Guided and supported efforts of Friends of the Library to grow from 12 to 120 members in 10 years.
- | Initiated and developed Cyber Savvy Seniors class resulting in a model used to teach hundreds of senior citizens to use computer-based library resources.

### Public and Community Relations

- Initiated and facilitated community study circles on local and state issues.
- Designed and implemented survey of voters at polls during presidential elections to determine satisfaction with library service.
- Produced community access cable television shows, recruiting guests, developing questions and conducting live call-in interviews.
- Provided testimony to State Legislature and Public Utilities Commission on library issues.

### Leadership and Management

- Recruited and hired staff for challenging 7-day per week schedule providing full professional services during all hours of operation.
- Managed staff growth from four part-time employees to five full-time and twelve part-time employees including five professional librarians.
- Created atmosphere, which supported staff training and enrichment and encouraged professional development.

### EMPLOYMENT HISTORY

Scarborough Public Library, Scarborough, ME 1977 to present

*Library Director*

Planned, organized, directed and managed all aspects of public library services in accordance with non-profit board policies. Primary responsibilities included planning and policy recommendations, budget preparation and management, personnel management, customer service, public relations and property management.

Memorial Library of Radnor Township, Wayne, PA 1976 to 1977

*Library Assistant*

Part-time Library Assistant in Reference, Circulation and Children's Departments.

Broadway Department Store, Northridge, CA 1973 to 1975

*Assistant Department Manager*

Responsible for customer service, sales and inventory.

### EDUCATION

M.S., Library and Information Science, Drexel University, 1977

B.A., English Literature, College of Idaho, 1973

### PROFESSIONAL ASSOCIATIONS

American Library Association, Chapter Councilor 1983 - 1986

New England Library Association

Maine Library Association, Secretary, 1993 - 1995, Intellectual Freedom Award, 1994

Southern Maine Library District Council, Chair 1998 - 1999

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# **Susan L. Winch**

PO Box 7327  
Ocean Park, ME 04063  
207/934.4778 • [slwinch@gwi.net](mailto:slwinch@gwi.net)

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## **Summary of Technical and Managerial Skills**

Presently I am responsible for all activities relating to the management of networked services at the Scarborough Public Library. In this position I plan, prioritize, and identify the appropriate network services and resources necessary to ensure effective ongoing end user support and the timely completion of microcomputer/LAN projects as defined by the long range plan of the Scarborough Public Library. I work with end users to develop priorities, requirements, strategies, and time lines for projects and installations and monitor progress to ensure that projects are completed on time. I communicate status of projects with end users.

### **SUMMARY OF MANAGEMENT RESPONSIBILITIES**

- Planning and implementation of the following network services:
  - Network infrastructure (wiring, hubs, router, switch, etc)
  - Network server resources including databases and online catalog
  - Management of the library web pages
  - Delivery of end user resources (PC's, software, e-mail, etc)
  - End user hardware and software support
  - End user PC and Macintosh oriented education
- Responsible for identifying and solving technical and practical problems related to the use of network technology.
- Assessing, planning, and implementing new network based services.
- Assisting Director and Trustees with planning and budgeting for annual operating and capital expenses related to networked services.
- Arranging for training of staff and end users to enhance their proficiency and knowledge in existing and new technologies.
- Establishing, implementing, and maintaining organization wide Microcomputer/LAN policies, procedures and standards.
- Maintaining quality service standards through monitoring resolving, counseling or educating staff as necessary on related service issues.

### **SUPERVISORY RESPONSIBILITIES**

I have demonstrated personnel management, leadership, and project management skills. I carry out supervisory responsibilities in accordance with the library's policies and applicable laws. Responsibilities have included interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems.

### **EDUCATION AND EXPERIENCE**

Master of Library Science degree was conferred by Syracuse University. Coursework relevant to this project included:

- Information Systems: Theory And Design
- Building And Managing Internet Services
- Managing It Change

- Management Of Libraries And Information Centers

Additional relevant skills and abilities include the ability to read, analyze, and interpret technical periodicals, professional journals, technical procedures, and governmental regulations; the ability to write reports, business correspondence, and procedure manuals; and, the ability to effectively present information and respond to questions from managers, staff, and general public.

I am also skilled at identifying problems, collection of data, establishing facts and drawing valid conclusions. I can read and interpret an extensive variety of technical instructions in text or diagram form and deal with several abstract and concrete variables concurrently.

# SUSAN L. WINCH

PO Box 7278 • Ocean Park, ME 04064 • 207.934.4778 • [slwinch@ghi.net](mailto:slwinch@ghi.net)

## EDUCATION

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Master of Library Science, Syracuse University, School of Information Studies, Syracuse, New York 13244

Bachelor of Arts in Government, Colby College, Waterville, Maine 04902

## PROFESSIONAL EXPERIENCE

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**1996 - Scarborough Public Library , Scarborough, ME 04074**

**Assistant Director**

Responsible for directing the acquisition, development, and implementation of all library information systems used by staff and public.

**1979 - Scarborough Public Library, Scarborough, ME 04074**

**Children's Librarian**

Plan and direct staff and program of children's services subject to policies and budgetary decisions of the Board of Trustees; librarian-in-charge in absence of head librarian.

**1966-69 State of Maine Department of Health and Welfare, Portland, ME 04101**

**Social Worker**

## PUBLICATIONS

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Winch, S. L. (1996) "Planning for a Telecommunications Network Connection." *The Maine Entry*, 6(2), p1, 31-34.

Winch, S. L. (1994). "No Need to Wait for MLS Distance Education Program." *The Maine Entry*, 3(1), 28-29.

## CITATIONS

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Raynor & Roen, et al. (1999) *Syracuse University School of Information Studies: The Original School for the Information Age*. "Disturbing the Peace." Syracuse University, p30.

Roen, Maureen. (1999) "Alumni Recall Rich Educational Experience." *Home Page*. Syracuse University School of Information Studies, 2(1), 6.

Fowler, Patricia. (1997) "They Don't Pay Enough: Professional Salaries." *The Maine Entry*, 7(4), 24.

Nelson, C. O. (1996) "Susan Winch: Librarian on the Cusp." *Library Journal*, 121(17), 31.

## PRESENTATIONS

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New England Library Association Conference. Panelist, "Distance Education: It's Closer Than You Think". October, 1997.

Maine Association for Supervision and Curriculum Development Conference, "Tackling Technology II". Presenter, "Website Development: Soup to Nuts (Policy and Guidelines)", September 1997.

Maine Library Association Annual Conference. Panelist, "They Don't Pay Enough: Professional Salaries", May 1997.

Maine School and Library Network Telecommunications Initiatives Information Meetings. Panelist, "Planning for Technology Change", January 4 and 5, 1996. Augusta and Orono, Maine.

Maine Library Association Reading Roundup. "Literature and the Internet: Making the Listserv Connection", April 1995.

Southern Maine Library District Trustee Forum. "Computers and Libraries", May 1993.

## MEMBERSHIPS

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American Library Association  
Library Information and Technology Association  
Library Administration and Management Association  
Public Library Association  
New England Library Association  
Maine Library Association  
Ocean Park Association

## COMMUNITY-BUILDING

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Maine Community Cultural Alliance, Board of Directors (1999- )  
Scarborough (Maine) Board of Education (1986-90)  
Chairman, 1986, 1988, 1990.  
Scarborough High School Building and Renovation Committee

## HONORS

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Beta Phi Mu Honor Society

## REFERENCES AND SALARY REQUIREMENTS

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Available upon request.



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Bonnie Hoseit  
58 Westmore Avenue  
Biddeford, Maine 04005  
(207)284- 1223  
bhoseit@hotmail.com

## TECHNICAL SUMMARY

HARDWARE: SUN NetraI, Sun UhraII, Ultra 60, HP NetServer 5/100 LS, TANDEM TXP, CLX, Cyclone, VAX 8600,780,782, MicroVax, IBM PS/2, Intel-based PC's, Cabletron Hubs/Switching(6000), Cisco Routers, 3Com Lanplex/Hubs/Switching, DSU/CSU, Northern Telcom PBX

OS SYSTEMS: Solaris 2.51, Solaris 2.6, Solaris 7, Linux Redhat 5.1, NT4.0, Novell 3.12, 4.11, Guardian 90, VMS, Windows 3.1, WIN95, DOS

SOFTWARE: Raptor Eagle Firewall, Netscape Enterprise, Netscape Proxy Server, Apache, Squid, HTML, CGI, DNS/BIND, BOOT/DHCP, MSOffice, Pegasus Email,

PROTOCOLS: HTTP, HTTPS, TCP/IP, IPX/SPX, SMTP/POP3, FTP, TELNET, SNA/RJE

## EXPERIENCE

Saint Josephs College, 278 Whites Bridge Rd, Standish, Maine

June99/Present

### Network/Web Administrator

- Providing in-house support and administration for the network – all servers at operating system and network protocol level as well as interaction with the application software  
Maintaining network software/system integrity; loading, upgrading, and maintaining software programs and applications
- Maintaining and performing standard administrative operations for the network hardware and software including network security (hackers, virus's, etc) and backups
- Assisting with troubleshooting of hardware, software, and networks for the various administrative and academic microcomputer systems
- Providing general end-user network support and responding to queries and issues related to usage, options, and needs of equipment and application programs
- Participating in the ongoing design, development, and implementation of a wide-area network for the College, including the identification of needs (closely related to applications development) and recommendation of equipment and software to meet identified needs
- Diagnosing problems and performing highly specialized and skilled technical resolutions
- Developing, updating, and maintaining the College's Web location in conjunction with the needs identified by the persons responsible for the marketing and academic initiatives

Town of Scarborough, 259 US RT. 1, Scarborough, Maine

March96/June99

### Systems Technologists

- Researched and implemented appropriate platform for Town of Scarborough Internet/Intranet project.
- Systematize campus wide IP Network Address Translation
- Authoritative contact for scarborough.me.us domain
- Designed and implemented LAN/WAN/VPN security policies
- Provided internet access to all schools/municipalities
- Utilizing 3 ISP providers; Defined and Implemented Firewall Architectures
- Routed network traffic by location / by protocol level
- Installed Netscape Enterprise WEB Server, Netscape Proxy Server
- Configured Proxy Servers to balance HTTP traffic between providers
- Developed internet/intranet WEB pages
- Manage PBX System

Town of Scarborough, 259 US RT. 1, Scarborough, Maine  
Systems Technologists (cont.)

March96/June99

Responsibilities include:

Hardware / Software Upgrades  
TCP/IP Administration  
Monitor Network Usage  
Postmaster Duties

Firewall Administration  
Web Design and Administration  
UNIX Administration functions

EcuCare, 100 Maine Street, Westbrook, Maine  
Systems Technologists

Aug94-Mar96.

- | Defined and Co-developed the definition of the Claims/Eligibility relational database  
Determined the appropriate relational database and hardware platform to support production; solicited contract vendors and assisted in the management of the project.
- | Evaluated and implemented the PBX system
  - o Managed and maintain Local Area Network
  - o Implemented Local Ramp Service to the Internet
  - o Researched appropriate internal/external E-mail package
  - o Developed and implemented end user email training
  - o Developed Client Implementation

Responsibilities Include:

Client Implementation  
PBX Administration  
Review New Technologies

Contractor Liaison  
Network/Communications Maintenance

Wright Express, 97 Darling Ave, South Portland, Maine  
Manager Systems

Apr90-Aug94

- | Maintained Tandem operating system
- o Coordinated all upgrades and enhancements including production processing and development environment
- | Coordinated and installed Novell 3.11 system consisting of 95 workstations, 4 network printers, Shiva netmodem/e
- | Installed various network software applications, (Accpac, Tapeware, ACT, Microsoft Windows, Lotus123, Harvard Graphics, WordPerfect)
- | Administered AT&T System 25 cutover to Northern Telecom SL-1
- Involved with all phases of new installation purchasing, evaluating incoming/outgoing lines service provider changes, addition of dedicated trunks
- | Determined phone functions, ACD groups, voice mail applications and automated voice services

Responsibilities Include:

Tandem Network  
Lease Lines  
Insuring System Reliability  
Software Install  
LAN Expansions  
Planning Future Expansion  
Monitor Local/Long Distance Cost Analysis.

Tandem Gateway  
RJE/ SNA  
User Security  
Diagnose/Repair Hardware  
Optical Imaging Environment.  
Manage Existing System

EDUCATION

1997 - Presented 'WEB Development Soup to Nuts' at the MASCD Fall Conference  
1991 - 1993 - Member of Novell users group, Member of SL-1 users group  
1992 - Introduction to networking & Intermediate Networking, Novell admin/operations system  
1988 - VAX/VMS Advances Operations, Introduction to System Management  
1981-1983 Andover College, Portland, Maine - Ass. of Science Degree in Computer Science

From: **"Richard Harvey"** <rharvey@zwi.net>  
To: <slw@scarborough.lib.me.us>  
Subject: **RLH Resume**  
Date sent: **Tue, 25 Jan 2000 14:41:50 -0500**

Richard L. Harvey  
3 Fern Circle  
Scarborough, Maine 04074-9015  
U.S.A.  
(207) 883-6847  
rharvey@zwi.net

## **I. EDUCATION**

Bowdoin College, Brunswick, Maine  
B.A. in Sociology, University of Maine, 1967  
M.A. in Sociology, University of Maine, 1973

## **II. MILITARY SERVICE**

U.S. Air Force, A2C Weather Observer, 1962-1965

## **III. PRESENT INFORMATION TECHNOLOGY PROJECTS**

A. STROBUS Web Page Design. This design firm works on commercial Web site projects with a specialization in Maine's natural resources.

B. Web Page Design Consultant to the Town of Scarborough. Work on Web page content has involved several aspects: collaborating with Town personnel to understand the Web page concept as a way of sharing information and encouraging them to prepare their own pages as well as helping the Town and the School Department to outline their Web page style guidelines,

C. Scarborough Crossroads. The primary purpose of a community Web site is to aid local not-for-profit organizations in getting on the Internet, therefore a large effort here is devoted to developing tutorials and the related documentation.

D. Scarborough School Department Technology Committee. During the initial five year plan period (infrastructure development) work involved helping faculty and staff set up Web pages as well as page design work for the School Department's internal Web. The second five year plan is concentrating on integrating information technology into the curriculum.

E. Public Access Television. This has involved serving on the Town's Cable Television Advisory Committee and producing a local public affairs program since 1984.

#### IV. PAST RELATED WORK EXPERIENCE

A. 1979-Present. Project Developer for Maine Index of Natural Resources, an automated bibliography.

B. 1977-1979. Project Manager. TRIGOM, South Portland, Maine. Projects included a study of alternatives for improving transfer of Maine natural resources information (for Governor's Advisory Commission on Coastal Development and Conservation); and design and preparation of Maine Environmental Data File Index (for Maine State Planning Office).

C. 1974-1977. Environmental Data Specialist. TRIGOM, South Portland, Maine. Duties included preparation of a Directory of Maine Natural Resource Organizations; editing TRIGOM Communications, a quarterly newsletter; interviewing for the U.S. National Oceanic and Atmospheric Administration's ENDEX Project, a review of environmental data files held in northern New England; compilation of a preliminary bibliography on Maine rivers; and conducting a research exchange meeting on the Scarborough Marsh.

D. 1974-1977. Special Consultant to Edward C. Jordan Company, Inc., Portland, Maine on various projects including an institutional analysis of Maine agencies relevant to port development, a design framework for water quality management institutions in the Saint John River basin, and navigability status reports on northern New England rivers.

E. 1975-1976. Research Associate. University of Maine at Orono, Environmental Studies Center. Creation of an automated bibliographic system for information on Maine rivers.

F. 1970-1973. Research Associate. University of Maine at Orono, Environmental Studies Center. Member of multidisciplinary team examining water quality management on the lower Penobscot River, Maine.

G. 1968-1969. Assistant Town Planner. James W. Sewall Company, Old Town, Maine. Preparation of preliminary material for town comprehensive plans.

## V. SELECTED WEB PAGE DESIGN WORK

A. Scarborough Crossroads  
<http://www.scarboroughmaine.com/>

B. Town of Scarborough  
<http://www.scarborough.me.us/>

C. Scarborough School Department, District Departments  
<http://www.scarborough.k12.me.us/district/>

D. Town of Scarborough Internal Web

E. Scarborough School Department Internal Web

F. Scarborough Community Television  
<http://sctv.scarborough.me.us/>

G. The Environmental Schools, USA:  
<http://www.tes-environmental-ed.org/>

H. Scarborough Land Conservation Trust  
<http://www.scarboroughmaine.com/slct/>

I. BCR

<http://www.bcr.net/>

## I. STROBUS

<http://www.ctel.net/~strobust/>

## VI. PUBLICATIONS

A. Harvey, Richard. 1980. Maine Environmental Data File Index. Maine State Planning Office, Augusta, Maine. Prepared by TRIGOM, South Portland, Maine.

B. Harvey, Richard. 1978. Natural Resources Information Transfer: Alternatives for Improving the Present Maine Situation. Maine State Planning Office, Augusta, Maine. Prepared by TRIGOM, South Portland, Maine.

C. Harvey, Richard (editor). 1978. The Scarborough Marsh; A Roundtable Discussion. TRIGOM, South Portland, Maine.

D. Cowger, Joel; Harvey, Richard; and Rothrock, Susan. 1977. Maine Directory of Natural Resource Organizations 1977. Maine State Planning Office, Augusta, Maine; TRIGOM, South Portland, Maine; and University of Maine at Orono, Environmental Studies Center, Orono, Maine.

E. Harvey, Richard, et al. 1976. Maine Rivers Bibliography, A User's Manual. University of Maine at Orono, Land and Water Resources Institute, Orono, Maine.

F. Harvey, Richard, et al. 1976. Maine Rivers Bibliography. University of Maine at Orono, Land and Water Resources Institute, Orono, Maine.

G. Harvey, Richard. 1974. Maine Rivers Bibliography - A Pilot Survey. In: A Socio-Economic and Environmental Inventory of the North Atlantic Region. U.S. Bureau of Land Management, Washington, D.C. Prepared by TRIGOM, South Portland, Maine.

H. Harvey, Richard (editor). 1974. Penobscot Policy Choices.



University of Maine at Orono, Environmental Studies Center, Orono, Maine.

I. Harvey, Richard. 1972. An Essay on the Water Quality Problem in Maine. In: Penobscot River Study, Volume 1. University of Maine at Orono, Environmental Studies Center, Orono, Maine.

J. Harvey, Richard. 1972. A Survey of Water Quality "Influencers" on the Lower Penobscot River. In: Penobscot River Study, Volume 1. University of Maine at Orono, Environmental Studies Center, Orono, Maine.

## **TERRY A. SNYDER**

12 Schooner Road  
Scarborough, ME 04074  
(207) 883-3310 (Home)  
(207) 541-8362 (Work)

### **SUMMARY**

Extensive metrology experience in both manufacturing and development environments. Adept in both product and process development with particularly strong computer skills. Accomplished in using measurement techniques to refine surface finishing processes resulting in enhanced and expanded product lines.

### **EXPERIENCE**

1996 – Present      **NATIONAL SEMICONDUCTOR**, 200 mm Fab, South Portland, ME

#### **Sr. Equipment Engineer**, Metrology and Diffusion Groups

Responsible for installation of the majority of metrology tools in National's 200 mm wafer fab. Worked with vendors and procurement to ensure that tools were performing to contract specifications. As primary metrology engineer, I was responsible for ensuring that these tools were maintained to deliver proper performance and availability to manufacturing on a 7 X 24 hr basis.

- Installed first wafer processing tool in National's 200 mm South Portland Fab.
- Brought several tools types from sub-par performance (<50 hrs MTBF) to expected performance (>1000 hrs MTBF).
- Primary engineering contact for KLA-Tencor metrology equipment and Asyst wafer automation equipment.
- Responsible for defining and scheduling preventative maintenance procedures, ensuring that technicians on all shifts were properly trained, and performing repairs when required.
- Networked majority of metrology tools to common drivespace, allowing rapid recipe transfer and off-line data and tool performance analysis.

1983 – 1996      **S.D. WARREN COMPANY**, R & D, Westbrook, ME

#### **Sr. Project Leader**, Ultracast and Basepaper Development Groups

1993 - 1996

Responsible for developing new line of three-dimensional lenticular products, with projected sales in second year in excess of \$10 million. Identified new surfacing techniques to expand existing Ultracast product lines. Directed project to develop new coating technology for on-machine high speed paper machines.

- Designed structure of lenticular lenses and established product path to produce saleable products. This included lamination and adhesive development steps normally beyond Warren's capabilities.
- Investigated numerous processes such as PVD, CVD, ion beam milling, photolithography, electric discharge texturing, and laser beam texturing, to find new methods of texturing Ultracast rolls. Selected method to increase annual profit at projected rate in excess of \$1 million per year.
- Conducted numerous coater trials at both Warren and suppliers' pilot facilities, in the U.S. and abroad. Extensive studies in coating rheology were performed to develop this technology.

**Project Leader**, Basepaper Development and Directed Basic Research Groups

1990 - 1993

Provided surface topography expertise as a member of three multi-site teams whose task was to improve the printed surface of S.D. Warren's largest printing grade. Upgraded measurement capabilities of basepaper group.

- Developed process used to consolidate 220 candidate ideas to final list of six recommended technologies. This process became the benchmark for similar future work in the company.
- Designed, installed, and started up a sophisticated image analysis system to analyze papers and enhance the company's capabilities in surface measurement.

**Senior Technologist**, Directed Basic Research and Release Papers Groups

1987 - 1990

Led project to develop fundamental understanding of effects of paper surface topography on printing.

- Conducted exhaustive study of available equipment to measure three-dimensional topography. Researched and tested equipment from Tencor, Wyko, Zygo, Rodenstock, TMA, Rank Taylor Hobson, UBM, and others.
- Purchased and used Tencor P-1 profiler to measure surface topography of paper.
- Developed analytical techniques to measure different attributes of surfaces. Many of these techniques required transferring the raw data from the Tencor into third party signal analysis packages.

**Technologist**, Release Papers Group

1984 - 1987

Worked closely with vendors to assure consistent and accurate finishes on our engraved embossing rolls.

- Developed measurement technique to accurately measure engraved rolls.
- Transferred final roll finishing operation in-house resulting in improved quality and savings of more than \$50,000 per year.
- Developed measurement technique to accurately measure 'flat' rolls, allowing us to pursue that part of the business. Qualified and selected vendor to perform flat finishing operations.
- Purchased equipment necessary to make roll measurements.

**EDUCATION**

Numerous vendor training classes for metrology equipment such as Tencor's AIT, 6220, P-30, RS55, SM300, UV1270SE.

S.D. Warren Coursework in Experimental Design, Statistical Analysis, Kepner-Tregoe Structured Analysis, and numerous computer packages.

B.S., Chemical Engineering - Rensselaer Polytechnic Institute, Troy, NY  
Graduated 1983, cum laude.

Valedictorian – Tullahoma High School, Tullahoma, TN.

# Peter Hansen

## Objective

To help build an economical web site for “not for profit groups” in our community.

## Employment

1966 – 1970 U.S. Navy STG-2

### Sonar Technician

- Maintained and operated SQS26XN1 sonar
- Maintained and repaired fire control system on Willis A. Lee DL-4

1970 - 2000 Bell Atlantic Kennebunk, Maine

### Special Services Technician

- Install and repair data circuits, T1's, DDS II and fiber multiplexers on a daily basis.
- Install and repair POTS service to both large and small businesses.
- Provide technical assistance to co-workers.

1983 - 2000 Town of Scarborough Scarborough, Maine

### Chief Engineer / program director of Community TV Station

- Designed and built community access TV station for the town of Scarborough.
- Maintain and repair all equipment associated with TV station.
- Setup and program automated play back equipment for cable casting.
- Technical advisor for audio and video productions at access TV station.
- Have trained many people in the use of studio production, studio camera operation, use of editing equipment and program production. Several now produce their own videos for station use and have gone on to work for local commercial broadcast stations.

## Education

1964 - 1968 Deering High School Portland, Maine

1966 – 1970 U.S. Navy

- Basic electronics at Navy training center San Diego, Ca
- Sonar tech school at ASW base San Diego, Ca.

1970 – present Bellcore Tech training

- Fiber Optic Multiplexers
- ISDN Protocol
- ISDN installation and repair
- DSG Litespan 2000 digital line carrier

## Volunteer experience

Community Relations Team of New England Telephone 1970 – present.

Scarborough Community TV 1984 – present.

CTAM Community Television Association of Maine 1986 – 1993.

Scarborough Crossroads Group 1997 – present.

**JOHN P. THURLOW, M.S.Ed., Ed.M**  
**121 OLD BLUE POINT ROAD**  
**SCARBOROUGH, MAINE 04074**  
(207) 885-5555  
john@thurlow.com

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## **PERSONAL INFORMATION**

Date of Birth: October 15, 1961  
Place of Birth: Portland, Maine  
Marital Status: Single  
Interests and Hobbies: drama sports, reading, music, camping, amateur radio, travel, computers.

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## **EDUCATION & CERTIFICATION**

### **Boston University, Boston, MA**

Masters of Education Degree  
Educational Media & Technology  
Graduated May 1999: GPA: 3.8

### **University of Southern Maine, Gorham, Maine**

Master of Science in Literacy Education.  
Graduated Dec. 1993. GPA: 4.0

### **University of Southern Maine, Gorham, Maine**

Bachelor of Science Degree in Elementary Education  
Graduated Magna Cum Laude May, 1990  
Specialty: Social Sciences  
Major GPA: 3.84 Overall GPA: 3.41

### **Scarborough High School**

Scarborough, Maine  
College Preparatory Program  
Graduated in 1980

Certified: K-12 Literacy Specialist, K-8 General Education: K-12 Computer Teacher

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## **WORK EXPERIENCE**

### **TEACHER 1993 - Present**

Small Elementary School  
South Portland, Maine. Fourth grade.

### **TEACHER 1990 - 1993**

Kaler Elementary School  
South Portland, Maine. Fifth grade.

### **ADJUNCT FACULTY Fall 1999, Spring 2000, Fall 2000**

University of Southern Maine

### **BUSINESS DIRECTOR 1993 - Present**

Southern Maine Learning Center

**REAL ESTATE MANAGER**                      **1991 - Present**

Manage a Professional Office Building  
Scarborough, Maine

**STUDENT TEACHER**                      **Spring 1990**

Congin School,  
Westbrook, Maine.  
Fifth grade.

**STUDENT TEACHER**                      **Fall 1989**

Dora L. Small Elementary School  
South Portland, Maine. 4th grade.

**PRIVATE TUTOR**                      **1986-1993**

Tutored children privately in all subject areas, grades 2 - 8

**SELF-EMPLOYED**                      **1985-1994**

Co-owned and operated a lobster pound and variety store in Pine Point, Scarborough, ME.

**COMMUNITY ACTIVITIES**

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Volunteer, Maine Audubon Society, 1999  
Chairperson, Scarborough Community Services Advisory Board, 1998 - 1999  
Member, Scarborough Public Library Board of Trustees, 1998 - Present  
Member, Scarborough Land Conservation Trust  
Co-chairperson, Save Our Sanctuary Citizen Coalition, 1996 - Present  
Technical Volunteer, Scarborough Crossroads, Community Internet Development, 1997 - Present  
Volunteer Firefighter, Scarborough Fire Department, 1977-Present  
Scout Leader, Boy Scouts of America, Troop 39, Scarborough, 1985 -Present  
Member, Scarborough Recreation Advisory Committee, 1987-1999  
Member, Camp Scarborough Board of Directors, 1987-Present  
Volunteer Director, Maine Children's Olympic Development Program, 1987 - 1988  
Youth Soccer Coach, Scarborough Youth League, 1979-1988  
Volunteer Program Director, Scarborough Youth Soccer Program, 1982-1987  
Elected Member, Scarborough Board of Education, 1980-1986. Chairman, 1985-6.  
Member, Board of Directors of the Maine State Youth Soccer Association, 1986-July 1990

**PUBLICATIONS, HONORS AND AWARDS**

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"Maine to California." Article appearing in *NEA Today*, national magazine of the National Education Assn., April 2000.

"Teachers as Technologists: Professional Development for Curriculum Integration." by John Thurlow  
ERIC Document ED429581. Paper Presented to the International Reading Association Conference, May 2-7, 1999,

"Reading Instructional Practices in Maine Elementary Schools." Survey Research Report by Dr. Michael P. O'Donnell & John P. Thurlow. 1993.

"Cyber Bridges." Featured in cover story in *Cable in the Classroom Magazine*, November 1999.

Gold Badge Recipient, 20 Year Service Pin, Scarborough Fire Department, 1998  
University of Southern Maine, Scholarship Award, 1990  
Dean's List, University of Southern Maine, Fall and Spring 1986, 1987, 1988, and Fall 1989.  
Recognition Certificate, Jefferson Public Service Award, 1988, 1994  
Sallie Mae National First Year Teacher Award (one of ten recipients nationwide), 1991

University of Southern Maine, Ruth V. Conley Scholarship Award, 1987  
Scarborough Town Council Public Service Appreciation Award, 1986  
National School Boards Association Scholarship Award, 1985 (only recipient nationwide)

### **SPECIAL SKILLS**

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Play Piano  
Experienced Computer User  
Coaching  
Licensed Amateur Radio Operator  
CPR Certified (1/4/2000-2)  
Trained in Video Production  
Class 1 Soccer Official  
Accounting and Bookkeeping  
Class 3 Firefighter/CPR Trained

### **COLLEGE ACTIVITIES**

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Pi Lambda Theta Education Honor Society  
Graduate Assistant: Literacy Education Department University of Southern Maine  
Published State-wide Literacy Survey  
History Students Association Education Club  
University of Southern Maine

### **PROFESSIONAL ASSOCIATIONS**

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National Education Association  
Maine Teachers Association  
National Council of Teachers of English  
Maine Reading Association  
Assn. for the Advancement of Computing in Education  
International Reading Association  
Maine Audubon Society  
United States Capitol Historical Society  
USM Alumni Association

## **SUMMARY**

Over seventeen years experience developing applications for business and government. Substantial Wide Area Network design and implementation experience utilizing Cisco routers, broadband and leased line telecommunication carriers and Internet services (DHCP, HTTP, DNS, Sendmail, routing). Proven project leadership, system analysis, design and test skills. Extensive experience designing and implementing solutions for large-scale state government applications.

## **EXPERIENCE**

### School Administrative District #75, Topsham, ME – Technology Director December 1998 - Present

Direct the activities of a staff of 14 technicians, support staff and system administrators in the delivery of information services to over 500 staff and 3600 students. Develop long-term plans for technology investment, application development/deployment and training. Establish standards for all technology purchases and procedures. Budget responsibility for staff, telecommunication services, application software, network components and servers.

### Network Six, Inc., Augusta, ME – Project Manager *March 1998 – November 1998*

Provided project and development management for MACWIS, a state-wide case management system for Maine's Bureau of Children and Family Services. Directed the activities of sixteen developers and support staff in the delivery of application development, maintenance and end-user help desk support. Performed employee performance reviews, established employee performance goals. Identified and designed appropriate training activities to meet the needs of the project's staff to enhance delivery of services to the customer.

### Community of Learners Network, Topsham, ME – Network Systems Integrator *January 1996 – February, 1998*

Designed and implemented a Wide Area Network providing information services and Internet access to more than 25 educational sites spanning three school districts and six towns. Designed and implemented Cisco router based network utilizing broadband hybrid fiber/coax network. Performed UNIX (Sun Solaris) system administration, Cisco router configuration, SNMP network monitoring and analysis, firewall configuration (Checkpoint Firewall 1), DHCP, HTTP, DNS and Sendmail configuration.



Network Six, Inc., Warwick, RI - Systems Consultant - April 1994 – January 1996

Designed client server architecture for state-wide Family Assistance Management Information System for the state of Maine. In close cooperation with various vendors and sub-contractors, specified hardware, software, network requirements and services. Team Leader for the Aid to Families with Dependent Children, and Food Stamp components of the system. Conducted JAD sessions with state staff to help define policy related functional as well as system requirements.

Developed detailed, technical proposals addressing Request for Proposals (RFPs) issued by state and local agencies from around the nation. Designed network infrastructures for heterogeneous environments utilizing TCP/IP and encompassing Unix, OS-2, Windows NT, Novell NetWare and other operating systems.

Unisys Corporation - Professional Services Consultant - 1992 - 1994

Led Benefit Programs staff and end-users through functional requirements definition for rules-based eligibility determination and benefit calculation system for public assistance programs. Coordinated the activities of a diverse group of end-users, social service workers, state technologists and administrators. Facilitated prompt resolution of issues through accommodation and inclusion of all parties in the decision making process.

Provided large scale multiple system design, operations consulting and implementation solutions for large state-wide multi-agency applications. Member of National Empower Technical Task Force created to identify and resolve very large scale computing challenges.

New Holland, Inc., New Holland, PA – Consultant - 1989-1992

Performed systems analysis, application programming, and enhancements to corporate Benefits and Human Resources Information System. Developed and implemented Zero Based Budget system to identify and quantify workload redundancies, resource utilization and associated costs, resulting in annual savings in excess of \$15 million. Guided management in defining reporting specifications and information requirements resulting from change in ownership from Ford Motor Corp. to Fiat, s.P.a.

Unisys Corporation - Senior Systems Analyst/Consultant - 1987-1989

Created functional specifications and detailed design for a pilot system to deliver benefits for AFDC and food stamp programs via Automated Teller Machines (ATM) and Point of Sale (POS) devices. Provided marketing analysis and support in the implementation of UNIX based client information system accessed through Voice Information Processing System (VIPS). Designed systems test plan, procedures and methods. Led systems test team of 25.

Colonial Gas Company, Lowell, MA - Information Analyst - *1987*

CONGRAF, Needham Heights, MA - Systems Manager - *1981-1987*

## **EDUCATION**

Information Builders Incorporated  
Focus 101/103 Basic Focus

Unisys After Hours Program - Radnor, PA  
Unix and C Programming - Introduction

Sperry Customer Education  
MAPPER Coordinator, Run Design, User

University of Massachusetts, Amherst, MA  
Civil Engineering, Business Administration

University of Lowell, Lowell MA  
COBOL Programming I, II

University of Maine, Augusta, ME  
Unix Operating System, C++ Programming  
Business Data Communications  
Visual Basic Programming